

**AUSTIN – TRAVIS COUNTY EMS ADVISORY BOARD  
MEETING MINUTES**

**WEDNESDAY, May 1, 2013**



**The Austin – Travis County EMS Advisory Board convened on May 1, 2013,  
15 Waller Street, in Austin, Texas at 9:30 a.m.**

**Board Members in Attendance:** Bob Taylor, Mark Clayton, Hector Gonzales, Paula Barr, Susan Pascoe, Chris Ziebell, Vard Curtis, Richard Jung

**Board Members Absent:** None

**Other Attendees:** Ernesto Rodriguez, James Shamard, Jasper Brown, Vivian Holmes, Keith Simpson, Paul Hinchey, Jose Cabanas, Jeff Hayes, Danny Hobby, Terry Browder, Harry Evans, Teresa Gardner, Ron Moellenberg, Karyl Kinsey, Jamilatu Zakari, Jordan Smith, Anthony Marquardt, Ciara O'Rourke, Kerri Lang, Rick Branning, Bob Moore

**1. CALL TO ORDER –May 1, 2013**

The meeting was called to order at 9:30 a.m.

**2. QUORUM DETERMINATION**

A quorum was met and the meeting proceeded.

**3. INTRODUCTION OF NEW BOARD MEMBER**

Chair Taylor provided an introduction and group welcomed new Board Member Richard Jung.

Chair Taylor announced the resignation of Board Member Paul Carrozza effective 4/30/13. The board gave appreciation for his years of service.

**4. REVIEW AND APPROVE MINUTES OF PREVIOUS MEETING**

**Motion: The minutes for the regular meeting of February 6, 2013 were approved on Board Member Pascoe's motion, Board Member Curtis' second on a 6-0 vote; Board Member Gonzales abstained.**

**5. RECEIVE CITIZEN COMMUNICATIONS/COMMENTS**

Mr. Anthony Marquardt, President of the Austin – Travis County EMS Association, discussed evaluating performance of all system participants and budget needs best served for citizens.

**6. RECEIVE STAFF BRIEFING ON BOARD MEMBERS' EDUCATION AND DEDICATED E-MAIL USAGE REQUIREMENTS NECESSARY TO COMPLY WITH THE CITY OF AUSTIN BOARDS AND COMMISSIONS MEETINGS ORDINANCE**

Vivian Holmes provided an update on the City Clerk's training and information about the city's email system for board members. Chief Shamard will contact the appropriate personnel and provide an

update to board members with instructions on how to attach mobile devices to city the email account and activate push notification.

**7. REVIEW LAST QUARTER SYSTEM STATISTICS; RECEIVE COMMENTS FROM ATCEMS STAFF RELATIVE TO SAME AND ANSWER ANY BOARD MEMBER QUESTIONS**

Chief James Shamard and Dr. Paul Hinchey reviewed the last quarter system statistics. The group discussed what the most beneficial data is for the Board to be reviewing for city and county, including response times. Chief Shamard stated Travis County is currently analyzing response data and developing response criteria for the county. He suggested allowing time to finish this work and then bring the information back to the Board next meeting. Board Member Barr encouraged staff to make sure the right resource is directed at the proper goal.

**8. RECEIVE COMMENTS FROM SYSTEM PROVIDERS**

- **Austin EMS Department:** Chief Ernesto Rodriguez provided an introduction of ATCEMS new Assistant Director of Administration and Finance, Ms. Kerri Lang.
- **Emergency Services Districts:** Chief Ron Moellenberg, CAFCA President—Microsoft XP is being phasing out on Mobile Data Computers (MDC) in every emergency vehicle. Due to limited financial resources and the large cost for this upgrade this will be difficult for most ESDs. Chief Moellenberg is pleased with the automatic aid agreements that were put in place recently.
- **Austin Fire Department:** Chief Harry Evans is hopeful that response times will improve due to a new auto dispatch function that was activated in Fire CAD. AFD has been piloting it for several months and thinks it will decrease a few seconds on response times.
- **Travis County Emergency Services:** Danny Hobby, Executive Manager—Hazmat program being reviewed and the county is considering transferring it to AFD instead of having hazmat units in the ESDs. The desire is that it will reduce the amount of funds being spent. Data warehouse to kick off in the next few months. A provider will maintain the data.

**9. RECEIVE UPDATE FROM TRAVIS COUNTY AND ATCEMS ON STATUS OF INTERLOCAL AGREEMENT NEGOTIATION**

Chief Rodriguez and Mr. Hobby have been working with city and county budget personnel during interlocal negotiations and it has been very helpful in determining the actual cost and budget needs to run the system. The group discussed how current revenue goes into the city's and county's general fund instead of going into the department budget. Mr. Hobby and Chief Rodriguez will continue to discuss the growth of small cities and the need of additional county units as the interlocal agreement is constructed.

**10. BRIEF BOARD ON THE CHAIR AND VICE CHAIR DISCUSSIONS WITH COMMISSIONERS DAUGHERTY AND ECKHARDT AND PLANS TO MEET WITH MAYOR/COUNCIL MEMBERS.**

Chair Taylor and Vice Chair Clayton met with Travis County Commissioners Eckhardt and Daugherty. The objective was to reintroduce the ATCEMS Advisory Board to commissioners and to ask them how they want this board to be used objectively and add value. They will be meeting with the city and having a similar conversation. Their goal is to be helpful in their role as a board and to assess best practices for the county and the city.

**11. DISCUSS AND TAKE ACTION ON APPOINTING A WORKING GROUP OF THE BOARD TO WORK WITH ATCEMS AND OMD STAFF TO REVIEW/ASSEMBLE BEST PRACTICES OF LEADING EMS TRANSPORT SYSTEMS WITH THE AIM OF**

**RECOMMENDING ADDING AS APPROPRIATE BENCHMARKING MEASUREMENTS FOR THE ATCEMS SYSTEM.**

Board members discussed best practices and asked about the Community Health Paramedic Program; how is the ATCEMS program doing compared to what other cities are doing.

**MOTION: Appoint a working group of the board to work with ATCEMS and OMD Staff to review/assemble best practices of leading EMS transport systems with the aim of recommending adding as appropriate benchmarking measurements for the ATCEMS System. Chair Taylor and Vice Chair Clayton will meet with staff for an offline discussion to get feedback. It will be an opportunity to provide clarity on what they found and recommend charter/goals. This information will be shared between board members via City of Austin email addresses. Noted that they cannot discuss through email, but information can be shared via email. They will bring back information to next board meeting. The group will have a third member on the committee by adding Board Member Barr. Board Member Gonzales seconded the motion. Motion moved 8/0.**

**12. RECEIVE BRIEF BY ATCEMS STAFF ON ACCREDITATION STATUS RELATED TO COUNCIL ON ACCREDITATION OF AMBULANCE SERVICES**

Mr. Keith Simpson provided an update on the CAAS process. ATCEMS will have a site visit at the end of this month. ATCEMS is also working toward the Malcolm Baldrige National Quality Award for a future consideration. The CAAS accreditation process is every three years. Examples were given on how the CAAS process has helped to improve the department.

**13. RECEIVE UPDATE FROM ATCEMS ON FISCAL 2014 BUDGET INITIATIVES**

Chief Shamard presented the EMS Financial Forecast for the city and county portion of the EMS budget and provided an update on the ATCEMS Fiscal 2014 Budget initiatives. The budget update included city and county funds. The final city budget approval process will occur between September 11<sup>th</sup> -14<sup>th</sup>.

**14. DISCUSS HAVING AN EDUCATIONAL BRIEFING/TRAINING SESSION FOR THE ATCEMS AB MEMBERS BY ATCEMS AND OMD STAFF ON THE ELEMENTS OF A MODERN EMS TRANSPORT SYSTEM**

Board members agreed that the information obtained from the workgroup (see Agenda Item 11) will cover this item. New Board Member Jung will get together with Chief Shamard for a briefing of ATCEMS. Dr. Hinchey recommended conducting training for all board members.

**15. OTHER BUSINESS**

- Future agenda items:
  - Mr. Rick Branning to show trends of transport fees.
  - Andy Hofmeister to provide an update on the Community Health Paramedic Program.
  - Chief Shamard to provide information on Utilization of Units

**16. ADJOURNED**

Chair Taylor adjourned the meeting at 11:36 a.m., without objection.